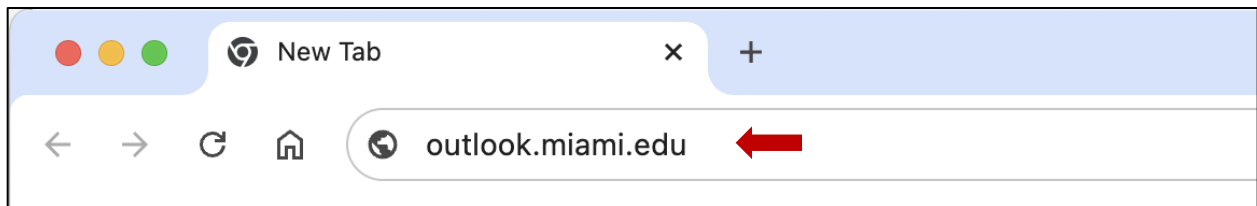# STUDENT TECHNOLOGY HELP ⚙ DESK

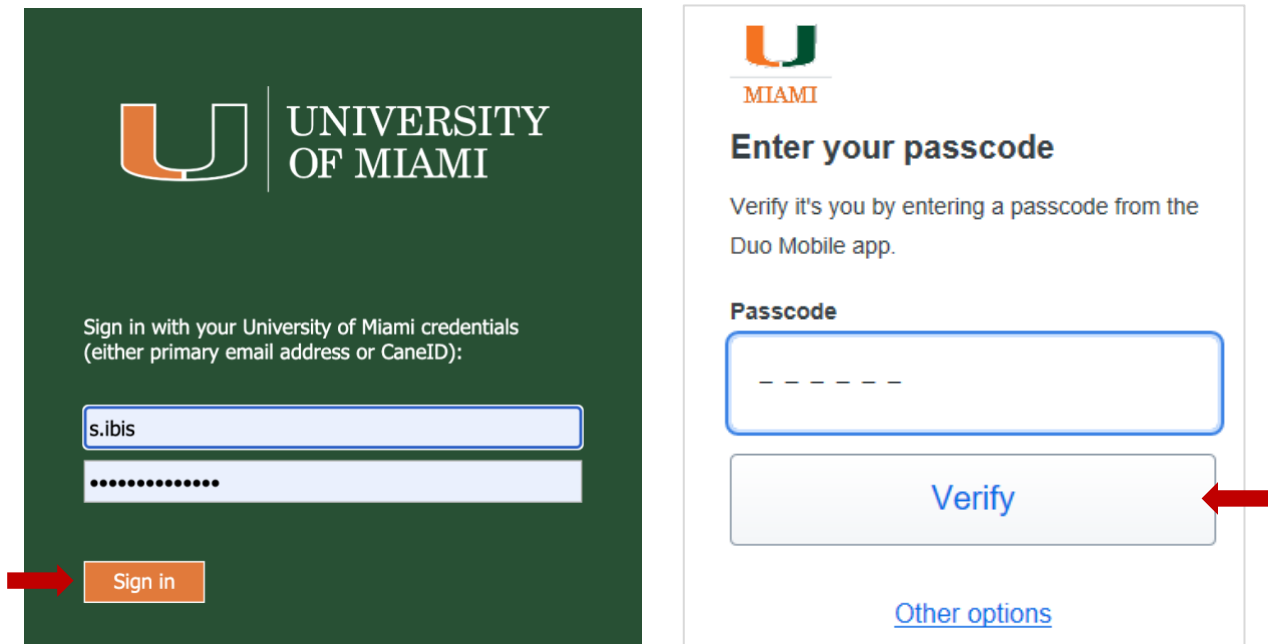## How To Sign in To Your University O365 Archive Inbox Via the Web

*These steps will apply to most commonly used browsers (Chrome, Firefox, Safari, etc.)*
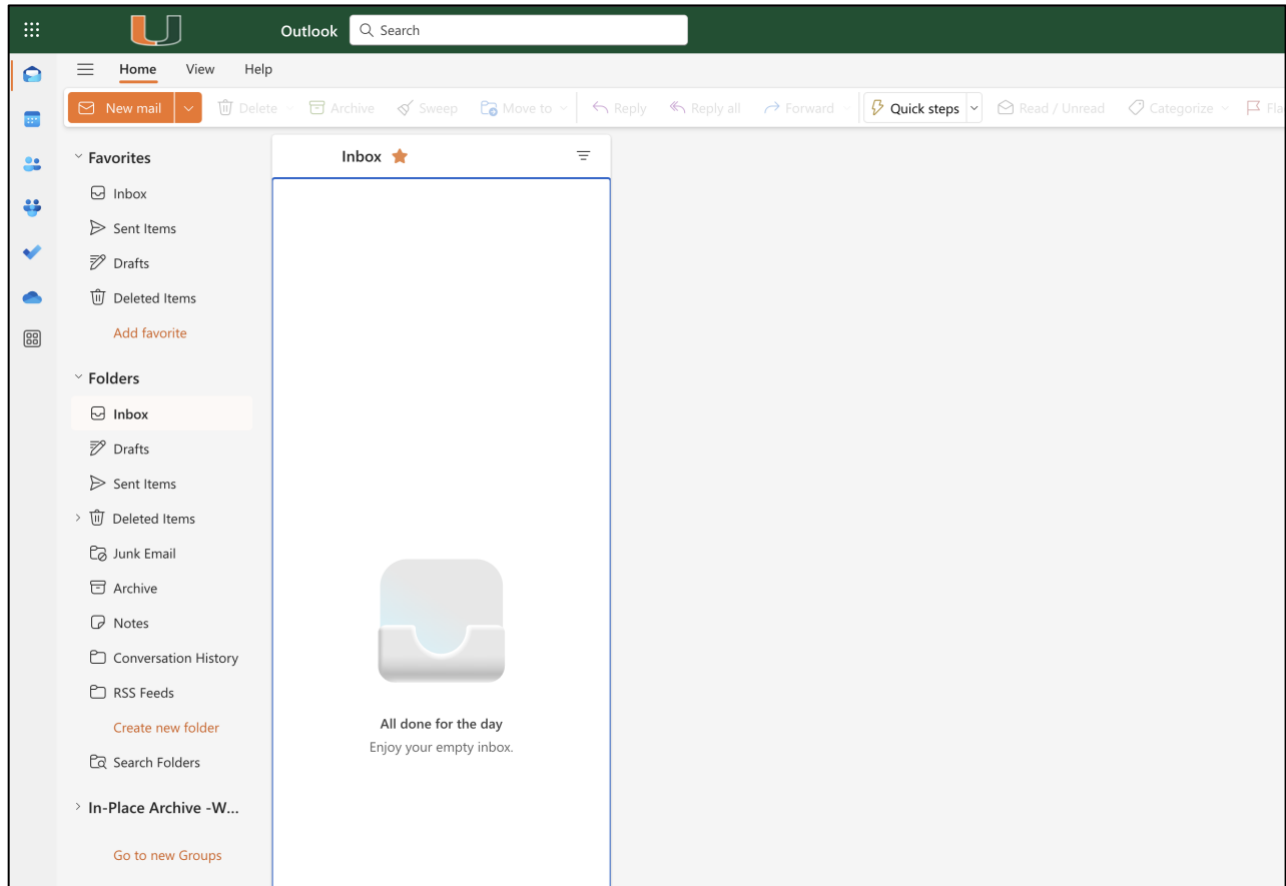
Navigate a web browser to **outlook.miami.edu**.



Enter your **University of Miami CaneID and password**, and then click **Sign in**.

Then, enter your **multi-factor authentication (MFA) passcode**, and then click **Verify**.

You will then be taken into your **Microsoft O365 Archive** email inbox.



*Please Note: You will not be able to send or receive emails in your O365 Archive email inbox after August 1st, 2024.*

## STUDENT TECHNOLOGY
## HELP⚙DESK

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